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| Wibsey Web Logo |

**WIBSEY PRIMARY SCHOOL**

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| **Code of Conduct for School Governing Body** |

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| Agreed by Governors  Date: | Full Governors | x |
| Finance and General Purposes |  |
| Teaching and Learning |  |
| Signed on behalf of Governing Body by Chair of Committee: |  |  |
| Approved | September 2021 |  |
| Review | September 2022 |  |

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| Description: Wibsey Web Logo | National Governors Association |

**Code of Conduct for School Governing Body**

**The governing body has the following core strategic functions:**

Establishing the strategic direction, by:

* Setting the vision, values, and objectives for the school
* Agreeing the school improvement strategy with priorities and targets
* Meeting statutory duties

Ensuring accountability, by:

* Appointing the Headteacher
* Monitoring progress towards targets
* Performance managing the Headteacher
* Engaging with stakeholders
* Contributing to school self-evaluation

Ensuring financial probity, by:

* Setting the budget
* Monitoring spending against the budget
* Ensuring value for money is obtained
* Ensuring risks to the organisation are managed

Ensuring the voices of stakeholders are heard, by:

* Looking outward to the school community
* Helping cement and the understanding and the links between the school and its community

**As individuals on the board we agree to the following:**

**Fulfil our Role & Responsibilities**

* We accept that our role is strategic and so will focus on our core functions rather than involve ourselves in day-to-day management.
* We will develop, share and live the ethos and values of our school/s.
* We agree to adhere to school policies and procedures as set out by the relevant governing documents and law.
* the benefit of the school/s.
* We will be candid but constructive and respectful when holding senior leaders to account.
* We will consider how our decisions may affect the school/s and local community.
* We will stand by the decisions that we make as a collective.
* Where decisions and actions conflict with the Seven Principles of Public Life or may place pupils at risk, we will speak up and bring this to the attention of the relevant authorities.
* We will only speak or act on behalf of the board if we have the authority to do so.
* We will fulfil our responsibilities as a good employer, acting fairly and without prejudice.
* When making or responding to complaints we will follow the established procedures.
* We will strive to uphold the school’s reputation in our private communications (including on social media).
* We will not discriminate against anyone and will work to advance equality of opportunity for all.

**Demonstrate our Commitment to the Role**

* We will involve ourselves actively in the work of the board, and accept our fair share of responsibilities, serving on committees or working groups where required.
* We will make every effort to attend all meetings and where we cannot attend explain in advance why we are unable to.
* We will arrive at meetings prepared, having read all papers in advance, ready to make a positive contribution and observe protocol.
* We will get to know the school/s well and respond to opportunities to involve ourselves in school activities.
* We will visit the school/s and when doing so will make arrangements with relevant staff in advance and observe school and board protocol.
* When visiting the school in a personal capacity (for example, as a parent or carer), we will continue to honour the commitments made in this code.
* We will participate in induction training and take responsibility for developing our individual and collective skills and knowledge on an ongoing basis.

**Build and Maintain Relationships**

* We will develop effective working relationships with school leaders, staff, parents and other relevant stakeholders from our local community/communities.
* We will express views openly, courteously and respectfully in all our communications with board members and staff both inside and outside of meetings.
* We will work to create an inclusive environment where each board member’s contributions are valued equally.
* We will support the chair in their role of leading the board and ensuring appropriate conduct.

**Respect Confidentiality**

* We will observe complete confidentiality both inside and outside of school when matters are deemed confidential or where they concern individual staff, pupils or families.
* We will not reveal the details of any governing board vote.
* We will ensure all confidential papers are held and disposed of appropriately.
* We will maintain confidentiality even after we leave office.

**Declare Conflicts of Interest and be Transparent**

* We will declare any business, personal or other interest that we have in connection with the board’s business, and these will be recorded in the [register of pecuniary interests.](https://www.nga.org.uk/Knowledge-Centre/Compliance/Policies-and-procedures/Declaration-and-register-of-interests-forms.aspx)
* We will also declare any conflict of loyalty at the start of any meeting should the need arise.
* If a conflicted matter arises in a meeting, we will offer to leave the meeting for the duration of the discussion and any subsequent vote.
* We accept that the Register of Business Interests will be published on the school’s website.
* We will act in the best interests of the school as a whole and not as a representative of any group.
* We accept that in the interests of open governance, our full names, date of appointment, terms of office, roles on the governing board, attendance records, relevant business and pecuniary interests, category of governor and the body responsible for appointing us will be published on the school website.
* We accept that information relating to board members will be collected and recorded on the DfE’s national database, some of which will be publicly available.

**Breach of this code of conduct**

We understand that potential or perceived breaches of this code will be taken seriously and that a breach could lead to formal sanctions.

* If we believe this code has been breached, we will raise this issue with the chair and the chair will investigate; the governing body will only use suspension/removal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
* Should it be the chair that we believe has breached this code, another governor, such as the vice chair will investigate.

**The Seven Nolan Principles of Public Life**

(Originally published by the Nolan Committee: The Committee on Standards in Public Life was established by the then Prime Minister in October 1994, under the Chairmanship of Lord Nolan, to consider standards of conduct in various areas of public life, and to make recommendations).

Governors agree to abide by the Seven Nolan Principles of Public Life.

**Selflessness** - Holders of public office should act solely in terms of the public interest.

**Integrity** - Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They will declare and resolve any interests and relationships.

**Objectivity** - In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices impartially, fairly and on merit, using the best evidence and without discrimination or bias.

**Accountability** - Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

**Openness** - Holders of public office should be as open and transparent as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands. Information will not be withheld from the public unless there are clear and lawful reasons for so doing.

**Honesty** - Holders of public office will be truthful. They have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

**Leadership** - Holders of public office should promote and support these principles by leadership and example.

### They will actively promote and robustly support the principles and be willing to challenge poor behaviour

### wherever it occurs.

Adopted by Governors.